



**MUNICIPALITY OF SOUTHWEST MIDDLESEX
REGULAR COUNCIL MEETING**

WEDNESDAY, APRIL 22, 2020 7:00 PM
Meeting Via Electronic Participation

COUNCIL MINUTES

- **Meeting can be viewed at:**
<https://www.youtube.com/channel/UC6oo98BZcAvuVMKLDx88l4A>

SOUTHWEST MIDDLESEX COUNCIL MINUTES

The Municipal Council of the Municipality of Southwest Middlesex met on April 22, 2020 at 7:00 p.m.

COUNCIL PRESENT:

Mayor Allan Mayhew (Chair presiding), Deputy Mayor Marigay Wilkins, Councillors Doug Bartlett, Ian Carruthers, Christa Cowell, Mark McGill, Mike Sholdice and Martin Vink

STAFF PRESENT:

CAO/Clerk - Jill Bellchamber-Glazier, Facilities & Recreation Manager – Steve MacDonald, Fire Chief – Bob Hansen, Public Works Manager – Greg Storms, Treasurer – Kristen McGill, Planner – Stephanie Poirier, Utilities and Drainage Superintendent – Andrew Neely

1. CALL TO ORDER

Mayor Mayhew calls the meeting to order at 7:00 p.m.

Mayor Mayhew noted that the meeting is being held as a virtual meeting due to the declared emergency, in order to help stop the spread of COVID-19.

Mayor Mayhew confirmed that the meeting will be recorded and streamed live and published in accordance with council's Electronic Recording of Meetings Policy.

2. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

None declared

3. ADDITIONS TO THE AGENDA

#2020-0078

Moved by Councillor Cowell

Seconded by Councillor Carruthers

THAT the Regular Agenda of Council dated April 22, 2020 be accepted with the following change:

- Notice of Motion for Procedural By-law Amendment be taken prior to Section 4, Delegations and Presentations.

Recorded Vote

Mayor Mayhew – Yes

Councillor Mark McGill – Yes

Councillor Ian Carruthers – Yes

Councillor Christa Cowell – Yes

Councillor Martin Vink – Yes

Councillor Doug Bartlett – Yes

Councillor Mike Sholdice – Yes

Deputy Mayor Marigay Wilkins – Yes

Carried

Councillor Vink is now absent from the meeting at 7:10 p.m.

4. DELEGATIONS AND PRESENTATIONS

None

Notice of Motion

#2020-0079

Moved by Deputy Mayor Wilkins

Seconded by Councillor Cowell

THAT the procedure by-law be further amended to allow for votes by show of hand during meetings where there is electronic participation as long as everyone is visible to all participants.

Recorded Vote

Mayor Mayhew – Yes

Councillor Mark McGill – No

Councillor Ian Carruthers – No

Councillor Christa Cowell – Yes

Councillor Doug Bartlett – Yes

Councillor Mike Sholdice – Yes

Deputy Mayor Marigay Wilkins – Yes

Carried

5. CONSENT AGENDA

5.1 Vouchers in the amount of \$291,586.92 –March 27 to April 9, 2020

5.2 SWM Council Minutes – April 8, 2020

5.3 Operation of Seasonal Trailer Parks and Recreational Campgrounds – Amended Essential Business Order as of April 3, 2020

5.4 Steve Clark, Minister of Municipal Affairs – Letter to Heads of Council:

1. Emergency Management and Civil Protection Act (EMCPA) - Labour Relations
2. Emergency Management and Civil Protection Act (EMCPA) Land Use Planning Matters

5.5 Conservation Update – April 2020

5.6 Sale of Surplus Property

5.7 Facilities & Recreation Department COVID-19 Impacts

5.8 Emergency Management – verbal update

Councillor Martin Vink returns to the meeting 7:16 p.m.

#2020-0080

Moved by Councillor Cowell

Seconded by Councillor Bartlett

THAT the council for the Municipality of Southwest Middlesex receives Consent Agenda Items 5.1 through 5.8 as information, and approve the April 8, 2020 meeting minutes.

Chief Hansen provided a verbal update regarding an initiative to assist in communication to the community about available resources through a phone line with volunteers.

Carried

6. STAFF REPORTS

a. Fire
No Reports

b. Administration

1. **Removal of Holding Symbol H-2 - Plan 42, Lots 5 & 6, Part Lot 4, East King Street, South Church Street - Owners: Alexander & Jordan Van Heck**

#2020-0081

Moved by Deputy Mayor Wilkins

Seconded by Councillor Bartlett

THAT the amending by-law to remove the Holding Symbol H-2 as it applies to the lands known legally as Plan 42, Lots 5 & 6, Part Lot 4, East King Street, South Church Street, Wardsville, be **GRANTED** by Council.

Carried

c. Building
No Reports

d. Finance

1. Adjustment of Property Taxes

#2020-0082

Moved by Councillor Bartlett

Seconded by Councillor Carruthers

THAT council instruct the treasurer to adjust the property taxes for roll # 3906-001-020-13000-0000 by \$2,020.79 in accordance with MPAC's recommendation; and

THAT council instruct the treasurer to adjust the property taxes for roll # 3906-000-050-10700-0000 by \$955 in accordance with MPAC's recommendation; and further

THAT council instruct the treasurer to adjust the property taxes for roll # 3906-000-050-10800-0000 by \$95 in accordance with MPAC's recommendation.

Carried

e. Facilities and Recreation

No Reports

f. Public Works

1. Haggerty Drains No. 1 and No. 2 Tenders

#2020-0083

Moved by Councillor Vink

Seconded by Councillor Carruthers

THAT the tender be awarded to Timmermans Drainage & Excavating (subject to no appeals to the Agriculture, Food and Rural Affairs Tribunal being received).

Carried

2. Kavelaar Drain – Section 78 Petition

#2020-0084

Moved by Deputy Mayor Wilkins

Seconded by Councillor Carruthers

THAT council accept the request filed under Section 78 (1) of *The Drainage Act* to reconstruct the Kavelaar Drain.

AND THAT the Drainage Superintendent be instructed to hold a project-scoping meeting to receive comments from affect landowners.

AND THAT the Drainage Superintendent contact St. Clair Conservation Authority and other authorities to insure legal compliance.

AND THAT the Drainage Superintendent report back to council with the findings.

Carried

3. Robinson Drain – Section 78 Request (Tile portion 1986)

#2020-0085

Moved by Councillor Vink

Seconded by Councillor McGill

THAT council accept the request filed under Section 78 (1) of *The Drainage Act* to increase the capacity of the Robinson Drain (Tile portion 1986)

AND THAT the Drainage Superintendent be instructed to hold a project-scoping meeting to receive comments from affect landowners.

AND THAT the Drainage Superintendent contact St. Clair Conservation Authority and other authorities to insure legal compliance.

AND THAT the Drainage Superintendent report back to council with the findings.

Carried

4. Eichenberger Drain – Section 4 Petition

#2020-0086

Moved by Councillor Sholdice

Seconded by Councillor Cowell

THAT council accept the Petition filed under Section 4 (1) (c) of The Drainage Act to create a new branch of the Eichenberger Drain for a legal outlet for Switzer Drive road water.

AND THAT the Drainage Superintendent contact St. Clair Conservation Authority and other authorities to insure legal compliance.

Carried

7. NOTICE OF MOTION

Notice of Motion by Deputy Mayor Wilkins taken earlier in meeting.

8. CORRESPONDENCE AND PETITIONS

1. Tile Loan Application 2020-01
#2020-0087

Moved by Deputy Mayor Wilkins

Seconded by Councillor Carruthers

THAT tile loan application number 2020-01 is approved in the amount of \$73,000.00 is approved.

Carried

9. UNFINISHED BUSINESS

None

10. NEW BUSINESS

None

11. COUNTY COUNCIL AND CONFERENCE UPDATE

Mayor Mayhew noted that the County CAO is meeting regularly with local CAOs. The Mayor confirmed that he will make further outreach to Middlesex County Engineer regarding county intersection safety, and other matters.

12. ANNOUNCEMENTS

None

13. CLOSED SESSION

No closed session

14. BY-LAWS

1. By-law No. 2020/024

Being a by-law to establish a Cellphone/Mobile Device Policy (presented March 4, 2020)

2. By-law No. 2020/025

Being a by-law to establish an IT Security-User Accountability and Passwords Policy (presented March 4, 2020)

3. By-law No. 2020/026

Being a by-law to establish a Protection of Privacy and Confidentiality of Information Policy (presented March 4, 2020)

4. By-law No. 2020/027

Being a by-law to remove the Hold provision on the subject property known legally as Plan 42, Lots 5, 6 & Part Lot 4, East King St, S Church St (Wardsville)

3. By-law No. 2020/028

Being a by-law to confirm the proceedings of the council of the Municipality of Southwest Middlesex (April 22, 2020)

#2020-0088

Moved by Councillor Cowell

Seconded by Councillor McGill

That By-law No. 2020/024 to By-law No. 2020/027 be given first, second, third and final readings.

Carried

#2020-0089

Moved by Councillor Carruthers

Seconded by Councillor Bartlett

That By-law (confirming) No. 2020/028 be given first, second, third and final readings.

Carried

15. FUTURE MEETINGS (subject to change)

- May 13, 2020 – 7:00 p.m.
- May 27, 2020 – 7:00 p.m.

16. ADJOURNMENT

The Mayor adjourned the meeting at 8:18 p.m.

Mayor

CAO/Clerk